



## INCIDENT REPORTING - CONTACT INFORMATION

All incidents involving altercations, harassment, and misconduct must be escalated using the following points of contact.

Initial Point of Contact: Worksite Supervisor

Name \_\_\_\_\_

Location \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Primary Contact:

CareerSource Polk's Youth Program Manager: **Eshia Smith, (863) 508-1100 x3320**  
**eshia.smith@careersourcepolk.com**

